

City of Beaverton
Block Party or Miscellaneous Event

Submit application to:
CodeServMail@ci.beaverton.or.us
Code Compliance Program
4755 SW Griffith Drive
P.O. Box 4755
Beaverton, OR 97076-4755
Phone: (503) 526-2270 Fax: 526-3730

&
Sound Amplification
Permit Application



For City Use Only

Received: _____
Event Date: _____
Approved: _____
Tracking No. _____

(Submit application at least 30 days prior to event)

SPONSOR/ORGANIZER OF EVENT

Applicant/Event Organizer/Contact Person: _____
Organization/Company: _____
Address: _____
City: _____ State: _____ Zip Code: _____
Landline: (_____) _____ Cell Phone: (_____) _____
Email: _____ Fax: (_____) _____

EVENT INFORMATION

Name of Event: _____
Dates and Times of Event: _____

Purpose and Nature of Event: _____
General Description of Location/Route _____

Expected Attendance: _____ Is adequate parking available on-site? Yes ____ No ____ N/A ____
If not, what parking arrangements will be made? For example, Griffith Park does not have a parking lot. Therefore, you may need to contact area businesses to obtain adequate parking for the event.

☐ Route map or sketch of site is attached showing number of parking spaces available.

NEIGHBORHOOD NOTIFICATION

If you want close a street, have you notified the affected neighbors? Yes ____ No ____ N/A ____
If yes, please describe the method you used to notify the neighbors and any objections received:

EVENTS IN A PARK

Most parks in Beaverton are owned and operated by Tualatin Hills Park and Recreation District. If your event is taking place in a THPRD park, you can contact THPRD at (503) 645-6433 to obtain a reservation application. Do you have a confirmed reservation with THPRD? Yes ____ No ____ N/A ____

SOUND AMPLIFICATION INFORMATION

Description of activity involving sound amplification: _____

Description of sound amplification devices to be used: _____

Dates and times you are proposing to use sound amplification:

Date: _____ (Start) _____ a.m./p.m. (Finish) _____ a.m./p.m.

Date: _____ (Start) _____ a.m./p.m. (Finish) _____ a.m./p.m.

Date: _____ (Start) _____ a.m./p.m. (Finish) _____ a.m./p.m.

Date: _____ (Start) _____ a.m./p.m. (Finish) _____ a.m./p.m.

Standard Conditions: Applicant responsible for notifying adjacent or other affected property owners of the event. Amplified sound is not allowed outdoors before 7:00 a.m. or after 10:00 p.m. If noise complaints are received during the event, Beaverton Police will contact the event and amplifiers must be turned down to acceptable levels. Applicant is responsible for litter pickup and cleanup after the event. If alcohol or food is sold at the event, applicant is responsible for obtaining appropriate permits from the Washington County Health Department and the Oregon Liquor Control Commission. Copies of such permits must be provided to the City of Beaverton before the event begins. Public rights-of-way and city-owned property at The Round, City Park, Library Park and Memorial Park may not be obstructed except pursuant to an approved event permit.

CHECK LIST:

- ☐ Sign the Application Acknowledgment/Assumption of Risk form located on the next page.
- ☐ Attach a route map or sketch of the site showing number of parking spaces available.
- ☐ Notify the affected neighbors who are within close proximity to your event.
- ☐ Contact Tualatin Hills Park and Recreation District to reserve a park.

**BLOCK PARTY OR MISCELLANEOUS EVENT APPLICATION
ACKNOWLEDGEMENT/ASSUMPTION OF RISK**

“I, the undersigned applicant, represent by my signature that I have been given a copy of the City’s policy for block parties and miscellaneous events, including sound amplification, and I understand and agree to follow that policy. I understand and agree that the failure of the event to follow the terms and conditions of the City’s policy and this permit and any other laws may result in the immediate revocation of this permit. In such circumstance, I agree to the immediate cessation of all permitted activities. I understand and agree that I may only use approved devices such as plastic cones and wooden saw horses to block vehicle traffic from a public area. I am aware of the risk that vehicle operators may not observe those devices and could enter the area notwithstanding those devices, causing personal injury, bodily injury and property damage to persons and property within the closed area. I expressly assume that risk in consideration of the City’s approval of this permit application, as indicated by the Mayor’s signature. I understand and agree that unless otherwise agreed to in writing, the City will not take any special measures to enforce the closure of the event area. I agree to hold the City of Beaverton, its agents, officials and employees, harmless from, and indemnify it and them against any and all claims brought by any person alleging personal or bodily injury or property damage as a result of this event or a person’s participation in it, and not caused by an act of the City of Beaverton other than the City’s grant of permission to conduct this event.”

Signature of Applicant

Date of Application

FOR CITY USE ONLY

Reviewed by:	Recommend	Approval	Denial	Comments or Additional Conditions
_____ Code Compliance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____ Police Department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____ Public Works	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
_____ Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

PERMIT: ☐ APPROVED ☐ DENIED

Signature of Mayor

Date

Comments:

